 **Faculty Use ONly**

**Annual Faculty Review of Majors, Minors, & Certificates**

**(Spring 2023 – Updates for the 2023-2024 Academic Year)**

Please submit a cover page for each plan (major, minor, certificate) that is reviewed.

* Changes to course requirements should be descried below.
* Changes to text should be noted directly on the original documents.

The information provided will be used by the advising and registrar staff to update the Pitt Greensburg catalog, the website documents, as well as the Academic Advisement Report, which is in PeopleSoft.

Name of the Plan (major, minor, or certificate): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person submitting the form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Review Checklist *(please indicate which documents have been reviewed and require changes):***

|  |  |  |  |
| --- | --- | --- | --- |
| *Document* | **Reviewed** | **Changes to Courses** | **Changes to Text** |
| **Program Sheet** | Yes / No | Yes / No | Yes / No |
| **DOC** | Yes / No | Yes / No | Yes / No |
| **Academic Catalog Information** | Yes / No | Yes / No | Yes / No |
| **Tentative Course Rotation** | Yes / No | Yes / No | Yes / No |

**Changes to Course Requirements:**

Please list all changes to courses within the plan (major, minor, certificate) below. Attached separate page if needed.

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| **For office use only:** |
|  | Updated by: | Date: |  | Updated by: | Date: |
| Program Sheet |  |  | AAR |  |  |
| DOC  |  |  | Catalog Information |  |  |
| Course Rotation |  |  |  |  |  |

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**Additional notes (if needed)**

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